

Suitland 1967

CONFIDENTIAL

29 September 1967

MEMORANDUM FOR: Director of Logistics

SUBJECT : Telephone Service for Suitland Annex of
CIA Archives & Records Center

1. As part of the Agency operation to store and service some of its records in the Washington National Records Center there will be a need for telephones to process some of the 5,000 service requests each month. Please arrange for the installation of two unrestricted PBX phone lines in rotary, and two instruments in Vault No. 1 of the Washington National Records Center at Suitland, Maryland.

2. These lines will come off the Bureau of Census switching facility and will be billed to CIA. The Bureau of Census has a local contract with the telephone company so that National Archives, Navy, and others in the area have lines through the Census facility and reimburse them for costs incurred.

3. This telephone installation was coordinated in OL/LSD with [redacted] Persons to contact at the Suitland Center for placement of instruments are Carl MacDonald or Gordon Williams (telephone 440-7711). A person to contact at Bureau of Census is Mr. Seidenspinner (Code 157-257).

4. This records storage operation will service all of the Agency and the Intelligence Community as the Suitland Annex of the Agency Archives and Records Center. [redacted] may be contacted for additional information on this matter.

[redacted] 25X1
Chief, Support Services Staff

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